



MOS Administrative Retention Review (MAR2) Program

January 2011



MOS Administrative Retention Review (MAR2) Program

- Background/MAR2 Pilot
- MAR2 Replaces MMRB
- MAR2 Policy
- MAR2 Workflow
- MAR2 Packets
- Installation Procedures
- HRC Procedures
- Implementation Timeline



Background

- **GEN(ret) Franks 2009 MEB/PEB Study-** identified there were numerous problems with the MMRB as it is currently organized. Recommended an “administrative review” prior to MEB/PEB
- **Suicide Prevention 2009 TF-** reported that commanders were confused on medical boards, specifically MMRB as it relates to MEB/PEB
- **Revised Profile DA Form 3349-** new profile adds Soldier common tasks, the limitation of which mandates MEB/PEB. Estimated significant decrease in MMRB actions. **Released 23 August 2010.**
- **MAR2 Pilot-** 4 installations (Drum, Leonard Wood, Bliss, Jackson), 4 states (NY, MD, PA, IL) and 2 RSCs (81st and 88th) involved with MAR2 since 1 Aug 2010



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MAR2 Pilot Analysis

	<u>Received</u>	<u>Adjudicated PDES</u>		<u>RTD</u>	<u>RECLASS</u>	
COMPO 1	76	57	6	17	34	
COMPO 2	164	90	36	42	12	
COMPO 3	128	115	1	113		
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- Army leadership involved in the pilot
 - Easy to understand with logic in the process
 - CDR visibility and ownership of process- love it!
 - Processing time has significantly decreased giving quicker response to SM deployable status
 - AC Retention Sergeants Major at the pilot locations believe the MAR2 Pilot Program is more effective and efficient process than the current MMRB program
- Adjudication time significantly decreased by MAR2 process. Average processing time from unit receiving profile to HRC decision was 31 days (AC)



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Why Replace MMRB with MAR2

- Enhance Army's ability to maintain a quality force by ensuring Soldiers are physically qualified to perform their PMOS in a worldwide deployed environment or field condition
- MAR2 provides Commanders a process to identify Soldiers who have medical limitations and require an **administrative review** to determine if the Soldier meets his/her MOS standards
- Tracking and Reporting
 - MAR2 utilizes an automated workflow process within MEDPROS to track a Soldier's status from start to end
 - SR HR authority will update a Soldier's medical and administrative records providing Army analysis capabilities of



Why Replace MMRB with MAR2

- Synchronization of Soldier medical readiness with overall Soldier readiness will decrease Medically Not Ready (MNR), increase identification and adjudication of Medically Not Deployable (MND), and favorably impact Army oversight on physical limiting conditions of Soldiers in ranks
- MAR2 will align COMPO 1 with COMPO 2/3 process of SR HR Authority adjudication



MAR2 Policy

- AR 600-60 Physical Disability Evaluation System being updated to reflect MAR2
- Not a separation action
- No board appearance. However, both Soldier and Commander able to articulate Soldiers capabilities
- HRC is the MAR2 decision authority for AC
- Soldier may appeal decision if



COMPO 1 MAR2 Workflow

- Installation Retention Office obtains P3/P4 profile from Patient Administration Branch (PAB)
- Validate profile and forward to Bn Retention Office for action (14 day suspense)
- Bn Career Counselor Counsels Soldier and assist is preparing Soldiers packet
- Packet submitted to HRC by Installation Retention Office
- HRC provide unit with MAR2 Decision (14 day suspense)



MAR2 Packets

- New DA Form 3286 (Profile)
- DA Form 4856 prepared by unit Career Counselor
- Soldier's statement (memorandum) articulating his/her desired outcome
- Commanders (Company and Battalion) submit recommendation in memorandum format
- Other supporting documentation



Installation Procedures

- Validating Profiles – Coordinate with Patient Administrative Division (PAD) at the hospital
- Soldier counseling – Ensure Soldier understands MAR2 is not a separation action
- Command responsibilities – Packet completion, recommendation and Soldier counseling
- Soldier responsibilities – Individual statement



SR HR Responsibilities

- Review statements from Commanders and Soldier
- Compare profile limitations to MOS standards outlined in DA PAM 611-21 (SMARTBOOK)
- Request Proponent waiver when Soldiers do not meet MOS standards
- Render MAR2 Decision: Retain in MOS; Reclassify; Refer to MEB
- Update personnel and MEDPROS codes
- Notify Soldier's command/retention office



Implementation Milestones

DATE	ACTION
15-Dec-10	Identify additional installations for inclusion into the MAR2 Pilot program prior to Army-wide implementation
1-Jan-11	RETAIN modifications for MAR2 submissions from installations.
10-Jan-11	Conduct training at the SMA's Nominative Conference
27-Jan-11	Conduct training at Retention SGM workgroup
31-Jan-11	Conduct Train the Trainer sessions for new pilot installations through Defense Connect Online (DCO)
1-Feb-11	Implement MAR2 pilot at identified installations (10) & HRC (AG, IRR) (Ft Knox, Ft Rucker, Ft Polk, Ft Gordon, Ft Benning, Ft Huachuca, Ft Irwin, Ft Sill, Ft Meade, Germany)
31 Mar-11	Conduct Train the Trainer sessions for all installations through Defense Connect Online (DCO)
1-Apr-11	Implement MAR2 Army-wide



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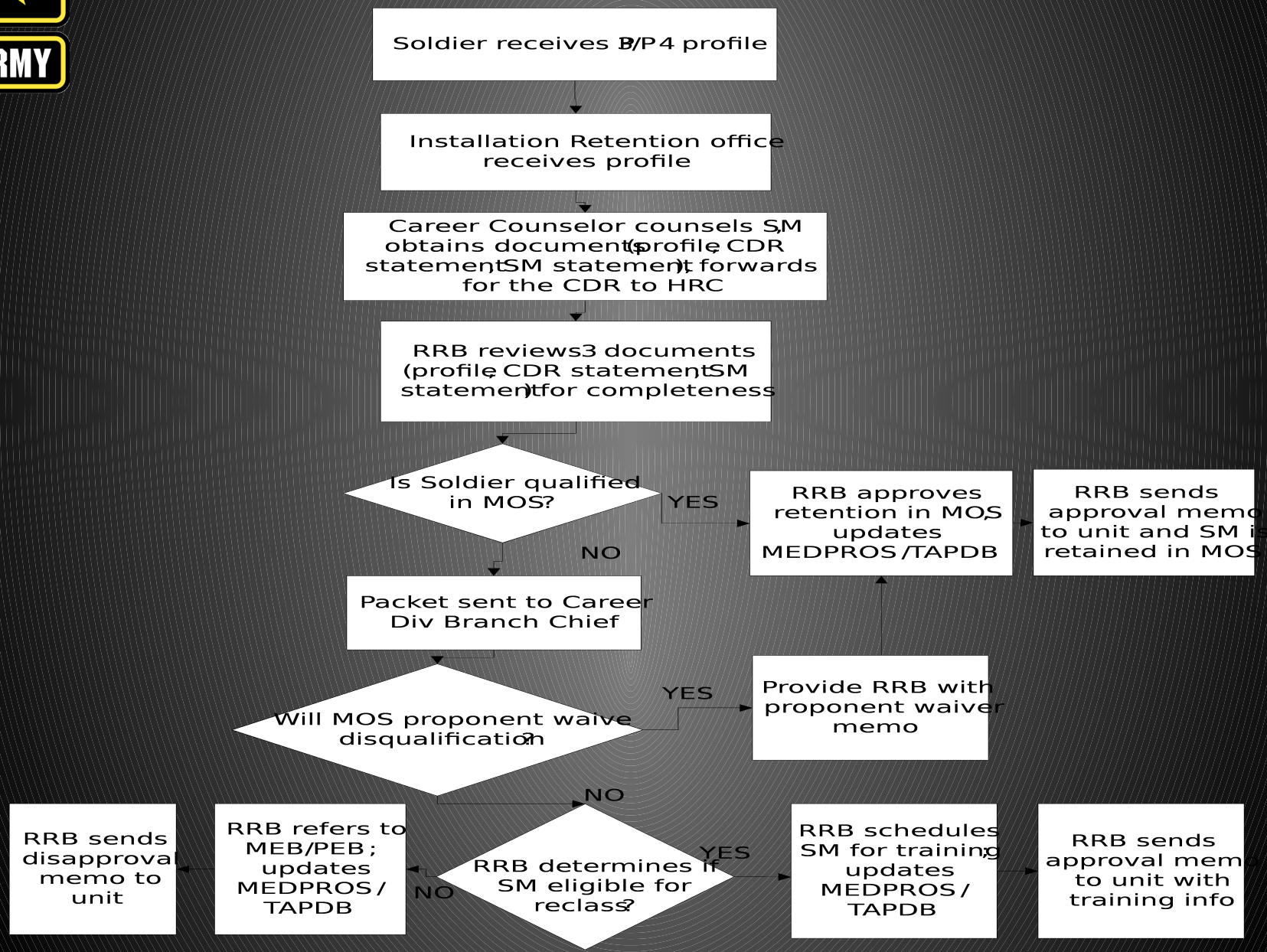
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BACKUP SLIDES



COMPO 1 MAR2 Flowchart





MMRB Policy vs MAR2 Policy

MMRB

- P3 or P4 Profiled Issued
- MPD updates records / schedules board / notifies / gathers records and recommendations
- Conducts board
- Renders decision of:
 - Retain in MOS
 - Reclassify
 - Refer to MEB/PEB
 - Probation
- MEDPROS and EMILPO updated separately by Medical and HR personnel
- Reclassification decision referred to the Career Counselor for MOS screening
- Reclass request sent to HRC for review.
- HRC Schedules Training and Assignment for reclass decisions
- Returns decision to installation.

MAR2

- P3 or P4 Profiled Issued
- Installation Retention receives profile
- Career Counselor counsels Soldier and prepares standardize packet.
- Forwards packet to HRC
- RRB reviews packet and renders decision:
 - Retain in MOS (Proponent Waiver)
 - Reclassify
 - Refer to MEB/PEB
- Schedules training and assignment for reclass decisions.
- RRB updates MEDPROS and

MAR2 Resource Analysis

- Baseline Data from Pilot Installations: (Bliss,Drum,Jackson,Leonard Wood)
 - Total MAR2 Packets = 77
 - Total Population at Pilot Installation = 54,836
 - Average Monthly Workload: 25.6 Packets
 - Approximately 2 hours per case = 51.2 hours monthly
- Comparison for Army Wide Implementation:
 - Army Population Total: 568,169
 - Monthly Projected Workload:
 - **25.6 (Pilot Workload)/54,836 (Pilot Population) X 568,169 (Army Population) = 265 Packets Monthly**
 - Approximately 2 hours per case = 530 hours monthly

MAR2 Resource Requirements

- HRC Manning Resource Requirements
 - 3 Additional Personnel to Process MAR2 Packets for the Army
 - Monthly Man Hours per Employee = 160 (40hrs x 4 wks)
 - Total Monthly Workload Man Hours = 530
 - Employees Required 3.3
- HRC Position Requirements (MOS/Grade)
 - 79S5 (MSGs have the reclassification experience)
 - 42A4 (HR Specialists have the assignment experience)
 - GS 201-09 (HR Assistants have skills to learn MOS/ATRRS requirements)
 - Recommend DMO for military and new position for GS
- Installation Manning Requirements:
 - 1 GS 201-07 to work within the Installation Retention Office to identify, process and track MAR2 requests. Larger installations (Hood/Bragg) may require additional resources.
 - Use IMCOM resource currently performing the MMRB function on the installation as the Bill Payer as they are no longer required to process MMRB packets.